

# **KENTUCKY WORKFORCE INVESTMENT BOARD**

## **BUSINESS MEETING**

May 13, 2004  
General Butler State Park  
Carrollton, Kentucky

Members Present: Mr. Baker, Representative Clark, Mr. Dixon, Mr. Garrison, Ms. Grissom, Colonel Head, Ms. Jones, Mr. McQueen, Ms. Meurer, Mr. Mills, Mr. Oilschlager, Senator Pendleton, Mr. Rapier, General Shane, Mr. Sotsky, Ms. Tamme, Ms. Taylor

Members Absent: Mayor Abramson, Representative Adams, Senator Borders, Mr. Clouse, Governor Collins, Mr. Geary, Mr. Layzell, Judge/Executive May, Dr. McCall, Mr. Ramsey, Mr. Richardson, Mr. Richmond

### **CALL TO ORDER**

Chairman Ken Oilschlager called the meeting to order at 8:35 a.m. Elizabeth Hack called the roll. A quorum was present.

### **COMMENTS:**

Chair Ken Oilschlager reported that:

- The board has several vacancies; however, no new appointments have been made.
- Board member Billy Jackson has resigned.
- There was a local chairs meeting on March 31<sup>st</sup> in Elizabethtown. A good discussion took place on the importance of developing closer linkages between economic, community and workforce development.
- The US Department of Labor in collaboration with NAWB (National Association of Workforce Boards) will sponsor training sessions that focus on partnering with economic development agencies. Grants for the training must be used by June 2005.
- Ed Barlow will speak to the county judge/executives in July in Owensboro. Chairman Oilschlager will join him.
  - Mr. Rapier suggested that economic development individuals be included.
- In late April, KCTCS conducted a Business-to-Business conference in Louisville. Oilschlager served as a Kentucky Employability Certificate panelist.
- A hard copy of the 2002-2003 KWIB Annual Report was included in the packet.
- KWIB meetings away from central areas will be reconsidered.
- Appreciation was expressed to the Northern Kentucky WIB for hosting the reception.

## **APPROVAL OF MINUTES:**

Mr. Baker made a motion, seconded by Mr. Garrison, that the February 12, 2004, minutes be approved as presented. The motion passed.

## **COMMITTEE REPORTS:**

Accountability and Funding Committee and Local Liaison – Mr. Rapier reported that:

- The funding streams project was postponed until the cabinet reorganization has been finalized.
- The mystery shopping project has been changed.
- For the fourth year, Kentucky is eligible to receive incentive funds (\$750,000).
- Approximately \$6.35 million in dislocated worker funds have been received .
- Approximately 847,000 customers visited the one-stops in nine months. There are 31 comprehensive one-stop centers.
- The committee reviewed strategic plan strategies and recommended moving one strategy (Identification of additional resources) from local liaison to accountability. The committees then met individually to discuss strategies.

Business and Industry Committee – Ms. Meuer reported that:

- Two recommendations were forwarded to the full board by motion from Ms. Meurer, seconded by Ms. Grissom.
    - 1) That life sciences and manufacturing be identified as the primary clusters for KWIB support; that information technology be supported as essential for all clusters; and that additional clusters be supported as time and financial resources become available.
    - 2) That a model for business service best practices be developed to include guiding principles for success that would be shared with all local workforce investment areas.
- The recommendations were approved.
- The committee also recommended that KWIB endorse the Best Places to Work in Kentucky program. The recommendation was seconded by Mr. Clark and approved by the full board.

Marketing and Public Relations Committee – Mr. Garrison reported that:

- The RFPs for the Kentucky WorkNet promotion, one-stop certification, and mystery shopper projects are postponed indefinitely.
- Awareness strategic plan strategies had been reviewed and an extra July meeting to continue the discussion had been scheduled.
- The committee roles had been reviewed with no changes suggested.
- The newsletter survey responses indicated that electronic transmission is preferred; therefore a subscription process for a quarterly newsletter will be developed.
- Three recommendations were presented by Mr. Garrison's motion, seconded by Mr. Baker:
  - 1) That the KWIB chair find ways to activate the Kentucky WorkNet statewide promotional campaign.

- 2) That certification of one-stops be a high priority; that in lieu of the RFP, a workgroup with representatives from the local WIBs set criteria for a one-stop certification process, define the three levels of the one-stop system as full service, satellite and affiliate, and develop an implementation method; that the workgroup meet within one month and submit a draft to KWIB staff no later than July 15<sup>th</sup> with final proposal to full KWIB at the August meeting.
- 3) That KWIB staff select a workgroup to develop a speaker's bureau to deliver sense of urgency.

The recommendations were approved.

Youth Committee – Colonel Head reported that:

- As a component of the Youth Resource Mapping Project, a “READY Initiative” – a one-day youth strategic planning summit – will be conducted June 17<sup>th</sup>. The summit will build on recommendations from the initial resource mapping process. It will give youth partners an opportunity for active strategic planning for local and state level youth development initiatives. Concurrent sessions will be held throughout the state with at least one site in each local workforce investment area. The concurrent summit sessions will begin with a segment taped by Ken Oilschlager, Tom Welch, and possibly Virginia Fox. Facilitators at each site will be trained and provided with materials for leading the activities. The day will conclude via live teleconference with each site reporting its findings.

A motion made and seconded to accept reports was passed.

Ms. Taylor relayed information that special funding for job seekers with disabilities had been lost because of a late grant submission and requested that the cabinet investigate hiring a grant writer. Commissioner Owens responded that she will explore the possibility.

## **COMMENTS**

Commissioner Owens:

- Expressed enthusiasm for her involvement with workforce development,
- Acknowledged that partnerships are essential to make it a success,
- Noted that reorganization of the Workforce Cabinet is underway ,
- That Secretary Fox is committed to activities of the board,
- That they are committed to pulling in business and industry partners and making partnerships work,
- That she would welcome comments, and
- That she is very interested in the mission of the board.

Jim Applegate, of the Council on Postsecondary Education, and Tom Welch, of the Office of the New Economy, gave a joint presentation on the American Diploma Project and the State Scholars initiative.

Nancy Laprade:

- Referenced the Program Year 2002 Performance draft letter regarding \$750,000 incentive funds and KWIB's role to review and comment. Laprade planned to send a draft by email to KWIB members with comments due by May 18. She specifically requested that board members who are also legislators respond since their input is required.
  - Mr. Rapiere requested that "Accountability" be included with the other three strategic planning points.
- Noted that the Society for Human Resource Managers (SHRM) council has requested that J.R. Wilhite and herself (Nancy Laprade) serve as ex-officio members.
- Expressed excitement about the sense of urgency PowerPoint presentation for the speaker's bureau. A multi-agency group, the Think Link, will partner with the KWIB in developing the presentation that will be used to share a common sense of urgency with several constituencies throughout the state.
- Noted that development of a regional career readiness certificate is underway.
- Noted that Lexington will host SETA (the South East Training Association) on September 19-22, 2004. Laprade suggested that board members who would like to attend contact her regarding funds available.
- Urged members to visit the KWIB Website.

Administrative Update – Susan Craft reported that :

- The department will implement a web-based financial reporting system by July. Training will be held May 18-20 for local fiscal officers and agency directors.
- Staff continues to follow WIA reauthorization but that a conference committee had not be selected.
- DTR had submitted a one-year time extension for the state plan and that local areas will submit requests for a one-year time extension as well.
- DTR is negotiating a contract for customer follow up with University of Kentucky.
- SPRA (Social Policy Research Association) has been awarded a contract by the US DOL to conduct a five-year study evaluating the Trade Adjustment Act. DTR and DES will assist with this survey.
- Dr. Helen Parker of the ETA Atlanta Regional Office visited Campbellsville to celebrate in-sourcing of jobs following the loss of jobs with Fruit of the Loom.
- May 24<sup>th</sup> is National One-Stop day.

In response to DES staff Earl Kilbourne's request, the KWIB agreed to send a letter of endorsement for the LED system.

Chairman Oilschlager adjourned the meeting at 10:45 a.m.